



**Oversight Committee  
Meeting  
(Public Safety Headquarters)  
June 9, 2015**



**A G E N D A**  
**OVERSIGHT COMMITTEE**  
**(PUBLIC SAFETY HEADQUARTERS)**  
**TUESDAY, JUNE 9, 2015, AT 9:30 A.M.**  
**CITY MANAGER'S CONFERENCE ROOM,**  
**CITY HALL BUILDING**  
**100 S. MONROE STREET, EAGLE PASS, TEXAS**

**ESTABLISHMENT OF QUORUM**

**CITIZENS COMMUNICATIONS**

**MINUTES**

1. Approval of minutes of January 14, 2015, February 3, 2015, February 25, 2015, March 3, 2015 and April 7, 2015.

**OTHER BUSINESS**

2. Discussion and possible approval on the final, schematic design documents for the Public Safety Headquarters, including authorization of any adjustments in the Project requirements and/or cost of work and/or timeline.

**ADJOURNMENT**

*The Oversight Committee reserves the right to consider business out of the posted order and the right to adjourn into executive session to discuss items which are not listed as executive session items but which qualify to be discussed in closed session under Chapter 551 of the Texas Government Code.*

Entrance and parking spaces for disabled persons are available in front of City Hall.

**C E R T I F I C A T I O N**

I, the undersigned City Secretary, do hereby certify that the agenda mentioned above was posted on the Bulletin Board located in the Lobby at City Hall, 100 South Monroe Street, Eagle Pass, Texas, on Friday, June 5, 2015, at 5:20 p.m.

Imelda B. Rodriguez  
City Secretary

THE STATE OF TEXAS     )  
COUNTY OF MAVERICK    )  
CITY OF EAGLE PASS     )

The Oversight Committee of the City of Eagle Pass held a special meeting on Wednesday, January 14, 2015, at 10:00 a.m. in the City Manager’s Conference Room, Eagle Pass City Hall, 100 S. Monroe Street. All legal notices were duly posted in accordance with the law.

**1. ESTABLISHMENT OF QUORUM**

Present: Interim Fire Chief/Chairperson, Manuel Mello, City Manager; Gloria Barrientos; Executive Director of Community Development, Brian Shea; Lieutenant, Alejandro Guedea; Executive Director of Public Works, Hector Chavez; Comptroller, Jesse Rodriguez; Legal Counsel, Brian Narvaez; Records Management Specialist, Ita A. Cortinas

Absent: Committee Members, Police Chief/Vice-Chairperson, Alberto Guajardo; Mayor, Ramsey English-Cantu; Councilwoman, Place 1, Gloria Hernandez

With a quorum being established, Chairperson, Mello called the meeting to order.

**2. CITIZENS’ COMMUNICATIONS/CONCERNS**

With no citizens being present, there were no comments or concerns to be heard.

**3. DISCUSSION AND REVIEW OF PRELIMINARY PLANS FOR THE POLICE STATION AND AVAILABLE OPTIONS.**

Raymond Gignac, Nick Gignac, and Rogelio Hernandez of Gignac & Associates, LLP were present to go over some points they wanted to touch on, regarding the preliminary plans for the Police Station, and available options, in which an extensive discussion ensued. Three alternate bids, that were not included in the original budget were presented, being: an additional bay at the fire station, a training tower, (and road to it), and a gun range. Everyone present agreed that preliminary plans should be shown to City Council for approval. Executive Director of Community Development, Brian Shea stated that the plans would also need to go through the Main Street Committee, as this facility lies within the Historic District. The Committee agreed they would like to change the name of the facility from Public Safety Complex, to Public Safety Headquarters, and that it would be best to take the suggestion to Council for formal adoption, as well as the issues regarding reimbursable fees for public safety consultant, and civil engineer.

Oversight Committee  
January 14, 2015  
Page 2

Several committee members left the room through the course of the remainder of the meeting, and as such, due to a lack of quorum, there was no formal action that could be taken, and the remainder of the members present agreed to adjourn the meeting.

ATTEST:

---

Manuel Mello  
Chairperson

---

Ita A. Cortinas  
Records Management Specialist

THE STATE OF TEXAS    )  
COUNTY OF MAVERICK   )  
CITY OF EAGLE PASS     )

The Oversight Committee of the City of Eagle Pass held a special meeting on Tuesday, February 3, 2015, at 2:00 p.m. in the Administrative Conference Room, Eagle Pass City Hall, 100 S. Monroe Street. All legal notices were duly posted in accordance with the law.

**1. ESTABLISHMENT OF QUORUM**

Present: Mayor, Ramsey English Cantu; City Manager, Gloria Barrientos; Executive Director of Community Development, Brian Shea; Police Chief, Alberto Guajardo; Interim Fire Chief, Manuel Mello; Comptroller, Jesse Rodriguez; Councilwoman, Place 1, Gloria Hernandez; Lt. Alejandro Guedea; Records Management Specialist, Ita A. Cortinas

Absent: Executive Director of Public Works, Hector Chavez

With a quorum being established, Chairperson, Mello called the meeting to order

**2. CITIZENS' COMMUNICATIONS/CONCERNS**

With no citizens being present, there were no comments or concerns to be heard.

**3. DISCUSSION AND POSSIBLE RECOMMENDATION FOR APPROVAL OF SCHEMAIC DESIGN.**

Rolando Garza, and Raymond Gignac from Gignac Architects proceeded with a projector presentation, displaying the 3 alternative additions to the basic site-plan. The alternatives are as follows: 1. A training tower, with a road leading up to it 2. A cover for police units 3. A shooting range. An extensive conversation and presentation commenced, in which the Committee spoke about the exterior design of the building.

Motion:       Submit approval of the schematic designs, with interiors, as presented, and ask architects to provide schematic design that will include the Fort Duncan areas as a historical reference; to include limestone, metal panels, and glazing.  
Made:         English Cantu  
Second:       Guajardo  
Ayes:         7  
Nays:         0  
Absent:        Chavez, Rodriguez

**4. Discussion and possible recommendation for approval of Public Safety Consultant of the revised proposal.**

The Board felt it would be best to discuss the item, privately, without Gignac associates being present. Discussion was not in executive session. An off-topic discussion ensued, wherein the Committee and Legal Counsel Representative, Paul Fletcher spoke of the reimbursable fees for project manager, landscape engineer, and civil engineer. The Committee agreed to proceed with the Public Safety Consultant, and Civil Engineer, and dropping the Landscape Engineer. During the discussion, City Manager, Barrientos, Executive Director of Community Development, Brian Shea, and Comptroller, Jesse Rodriguez left the meeting.

Motion: Reconsider action taken in Item 3, for approval of schematic design, and approval be rescinded, and tabled until further review.  
Made: Hernandez  
Second: Guajardo  
Ayes: 5  
Nays: 0  
Absent: Barrientos, Shea, Rodriguez, and Chavez

The Committee continued, stating that they wonder what the Public Safety Consultant can do, that the engineer cannot do.

No action for Item 4 taken at this time.

**5. Discussion and possible recommendation for all other anticipated special consultants and/or engineer.**

The following motion will include motion for items 4, and 5.

Motion: Only reimburse reimbursable issues with Civil Engineer, not to exceed \$24,000, and not take any action on any other consultants that have been presented to the committee or administration.  
Made: English Cantu  
Second: Hernandez  
Ayes: 5  
Nays: 0  
Absent: Barrientos, Shea, Rodriguez, and Chavez

**6. Adjournment**

Motion: To adjourn meeting.  
Made: Hernandez  
Second: English Cantu  
Ayes: 5  
Nays: 0  
Absent: Barrientos, Shea, Rodriguez, and Chavez

ATTEST:

---

Manuel Mello  
Chairperson

---

Ita A. Cortinas  
Records Management Specialist

THE STATE OF TEXAS    )  
COUNTY OF MAVERICK   )  
CITY OF EAGLE PASS    )

The Oversight Committee of the City of Eagle Pass held a special meeting on Tuesday, February 25, 2015, at 4:00 p.m. in the City Manager’s Conference Room, Eagle Pass City Hall, 100 S. Monroe Street. All legal notices were duly posted in accordance with the law.

**1. ESTABLISHMENT OF QUORUM**

Present: Mayor, Ramsey English Cantu; Police Chief, Alberto Guajardo; Interim Fire Chief, Manuel Mello; Comptroller, Jesse Rodriguez; Councilwoman, Place 1, Gloria Hernandez; Lt. Alejandro Guedea

Absent: City Manager, Gloria Barrientos, Executive Director of Community Development, Brian Shea, and Executive Director of Public Works, Hector Chavez

With a quorum being established, Chairperson, Mello called the meeting to order

**2. CITIZENS’ COMMUNICATIONS/CONCERNS**

With no citizens being present, there were no comments or concerns to be heard.

**3. Discussion and possible recommendation of the selection for the Construction Manager-Agent.**

The City received two RFQs from 1. Paredes-Garcia, and 2. DSA Construction Management and Associates. The members reviewed the RFQs and the recommendation/rate sheet gave DSA a score of 629, and Paredes-Garcia a score of 493.

Motion:        Have Chief, Mello contact DSA Construction Management and Associates, and arrange a meeting/interview.  
Made:           Hernandez  
Second:        English Cantu  
Ayes:           6  
Nays:           0  
Absent:         Shea, Barrientos, and Chavez



**4. Adjournment**

Motion: To adjourn meeting.  
Made: English Cantu  
Second: Guedea  
Ayes: 6  
Nays: 0  
Absent: Shea, Barrientos, and Chavez

ATTEST:

---

Manuel Mello  
Chairperson

---

Ita A. Cortinas  
Records Management Specialist

THE STATE OF TEXAS    )  
COUNTY OF MAVERICK   )  
CITY OF EAGLE PASS    )

The Oversight Committee of the City of Eagle Pass held a special meeting on Tuesday, March 3, 2015, at 10:30 a.m. in the City Manager’s Conference Room, Eagle Pass City Hall, 100 S. Monroe Street. All legal notices were duly posted in accordance with the law.

**1. ESTABLISHMENT OF QUORUM**

Present: Mayor, Ramsey English Cantu; Police Chief, Alberto Guajardo; Interim Fire Chief, Manuel Mello; Comptroller, Jesse Rodriguez; Councilwoman, Place 1, Gloria Hernandez; Lt. Alejandro Guedea

Also present: Legal Counsel, Paul Fletcher

Absent: City Manager, Gloria Barrientos, Executive Director of Community Development, Brian Shea, and Executive Director of Public Works, Hector Chavez

With a quorum being established, Chairperson, Mello called the meeting to order

**2. CITIZENS’ COMMUNICATIONS/CONCERNS**

With no citizens being present, there were no comments or concerns to be heard.

**3. Discussion and possible recommendation of the selection for the Construction Manager-Agent and Interview of DSA Construction Management.**

Joe Carlock, Director of sales and Marketing for DSA Construction Management presented a PowerPoint presentation, wherein he showcased various projects completed by the company. The Committee asked him about unforeseen reimbursable costs, and construction superintendents. Mr. Carlock said that there would not be reimbursable fees, and the construction superintendent is included as part of their fee. He assured the committee that DSA feels that it is important that the superintendent knows what he is doing, and that he will be at the site at least once a week, and always at critical times.

Motion:           Send to City Council for option # 3, to include Sally Port, at an additional \$200,000. That would bring the Eagle Pass Public Safety Headquarters budget to \$5.315 million, total, as of this point.  
Made:            English Cantu  
Second:         Hernandez  
Ayes:            6  
Nays:            0  
Absent:          Shea, Barrientos, and Chavez

#### **4. Discussion of schematic-design options.**

Motion: Recommend that the committee be given authority to negotiate with DSA on construction management contract for the construction of the Eagle Pass Public Safety Headquarters.  
Made: Hernandez  
Second: English Cantu  
Ayes: 6  
Nays: 0  
Absent: Shea, Barrientos, and Chavez

#### **5. Adjournment**

Motion: To adjourn meeting.  
Made: Hernandez  
Second: Guedea  
Ayes: 6  
Nays: 0  
Absent: Shea, Barrientos, and Chavez

ATTEST:

---

Manuel Mello  
Chairperson

---

Ita A. Cortinas  
Records Management Specialist

THE STATE OF TEXAS     )  
COUNTY OF MAVERICK    )  
CITY OF EAGLE PASS     )

The Oversight Committee of the City of Eagle Pass held a special meeting on Tuesday, April 7, 2015, at 12:00 p.m. in the City Manager’s Conference Room, Eagle Pass City Hall, 100 S. Monroe Street. All legal notices were duly posted in accordance with the law.

**1. ESTABLISHMENT OF QUORUM**

Present: Mayor, Ramsey English Cantu; Police Chief, Alberto Guajardo; Interim Fire Chief, Manuel Mello; Comptroller, Jesse Rodriguez; Lt. Alejandro Guedea; City Manager, Gloria Barrientos

Also present: Legal Counsel, Paul Fletcher

Absent: Councilwoman, Gloria Hernandez; Executive Director of Community Development, Brian Shea, and Executive Director of Public Works, Hector Chavez

With a quorum being established, Chairperson, Mello called the meeting to order

**2. CITIZENS’ COMMUNICATIONS/CONCERNS**

With no citizens being present, there were no comments or concerns to be heard.

**3. Presentation and possible discussion on DSA Construction Management.**

Legal counsel, Paul Fletcher informed the committee of the discussions that have happened with DSA Construction Management, outside of the committee meetings. Joe Carlock, DSA Director of Sales and Marketing, was present for a question-and-answer session with the committee, and Mr. Fletcher.

Not an action item.

**4. Discussion and possible action on construction management contract.**

Motion:       Enter into negotiations with DSA, at 9% fee.  
Made:         Hernandez  
Second:       English Cantu  
Ayes:         6  
Nays:         0  
Absent:        Shea, Hernandez, and Chavez

**5. Update on Gignac and Associates**

Not an action item.

**6. Adjournment**

Motion: To adjourn meeting.  
Made: English Cantu  
Second: Barrientos  
Ayes: 6  
Nays: 0  
Absent: Shea, Hernandez, and Chavez

ATTEST:

---

Manuel Mello  
Chairperson

---

Ita A. Cortinas  
Records Management Specialist